



# TOWN OF TEWKSBURY

Police Headquarters  
918 Main Street  
TEWKSBURY, MASSACHUSETTS 01876

## Public Records Request Form

### Please check one:

- ☐ Motor vehicle accident report - \$5.00 for the first 6 pages \$.50 per additional page.
- ☐ Incident report - \$.50 per page picked up or \$1.00 per page mailed.
- ☐ Other types of records - Actual cost to copy, written estimates will be provided when the request will exceed \$10.00.

Name of principal party involved: \_\_\_\_\_

Location of incident: \_\_\_\_\_

Date and time occurred or reported: \_\_\_\_\_

In order that we may get this information for you please fill out the following:

Your Name: \_\_\_\_\_

### Please check one:

☐ Involved Party ☐ Attorney ☐ Other: \_\_\_\_\_

Your Address: \_\_\_\_\_

Street, Town, State, Zip: \_\_\_\_\_

Your Telephone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

### For Records Division Only

Taken By: \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_ Completed By: \_\_\_\_\_ on \_\_\_\_/\_\_\_\_/\_\_\_\_

Accident #: \_\_\_\_\_ Arrest #: \_\_\_\_\_ Incident #: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Cash Check # \_\_\_\_\_ Money Order \_\_\_\_\_